



Republic of the Philippines  
**Department of Education**  
Region XII  
Schools Division Office of Tacurong City

27 May 2025

**DIVISION MEMORANDUM**  
**SGOD-2025- 054**

**CONDUCT OF THE SCHOOL-BASED TRAINING OF TEACHERS (SBTT) ON THE  
ENHANCED K TO 12 CURRICULUM**

To: Assistant Schools Division Superintendent  
Chief Education Supervisors (CID & SGOD)  
Education Program Supervisors  
Section Heads  
Cluster Heads  
Elementary & Secondary School Heads  
*This Division*

1. In reference to Regional Memorandum NEAP-2025-038 or the Guidelines and Downloading of Funds for the Phase 2 Implementation of the MATATAG Curriculum and DM-OUHROD-2025-1064 titled Conduct of Revised K to 12 Curriculum Capacity Building Activities (Phase 2 Implementation) and Downloading of Funds for the Purpose, this is to announce the conduct of the ***School-Based Training of Teachers (SBTT) on the Enhanced K to 12 Curriculum.***

2. The training schedules are as follows:

<b>Title of the Training</b>	<b>Date of Implementation</b>	<b>Venue</b>
SBTT for Grades 2 & 3	June 3-5, 2025	TBA
SBTT for Grade 5	June 12-14, 2025	TBA
SBTT for Grade 8	June 14-15 & 21	TBA

3. This activity aims to provide new inputs on content, pedagogy, and assessment relative to the Enhanced K to 12 curriculum delivery and apply teaching practices for continuous improvement and long-term sustainability in the workplace. The Matrix of Activity and the List of Program Management Team (PMT) and Number of Participants are attached for your reference.
4. The participants are all teachers assigned to teach Grades 2, 3, 5, and 8 for the School Year 2025-2026. Participants are also expected to arrive at the venue before 8 a.m. for every session. Further, the School Heads shall ensure completion of the pre-registration on the link: <https://tinyurl.com/PROFILE-SBTT>.



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5. Teacher-participants are entitled to vacation service credits by DepEd Order No. 13, s. 2024, "Revised Guidelines for Teachers" or DepEd Order No.009, s. 2025 "Amendment to DepEd Order No. 009, s. 2024 (Implementing Guidelines on the School Calendar Activities for the School year 2024-2025). On the other hand, Compensatory Time-Off (CTO) will be granted for school heads and non-teaching personnel in lieu of workshop days that will fall on holidays, by DepEd Order No. 53, s. 2023, Updated Guidelines on Grant of Vacation Service Credits to Teachers, and CSC-DBM Joint Circular No. 2, s.2025, Policies and Guidelines on Overtime Services and Overtime Pay for Government Employees.
6. Expenses relative to the conduct of this activity shall be charged against the HRTD Fund 2025, subject to the usual accounting and auditing rules and regulations.
7. For information, dissemination, and compliance.

**GILDO G. MOSQUEDA, CEO VI**  
Schools Division Superintendent

*MDJRDF/SGOD/DM- Conduct of the School-Based Training of Teachers (SBTT) on the Enhanced K to 12 Curriculum/ May 27, 2025*



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Annex A.

**ACTIVITY MATRIX FOR THE CONDUCT OF SCHOOL-BASED TRAINING OF  
 TEACHERS ON THE ENHANCED K TO 12 CURRICULUM**

GRADE 2 (June 3-5, 2025)			
Schedule	Day 1	Day 2	Day 3
8:00 a.m. – 8:30 a.m.	Opening Program / pre-test	Management of Learning	
8:30 a.m. – 8:45 a.m.	The General Shaping Paper of the Revised K to 12 MATATAG Curriculum (Video Presentation) c/o Chief/EPS Facilitator	Clearing of the House <i>(Taken from the parking lot/concerns)</i>	Demonstration Teaching
8:45 a.m. – 9:45 a.m.	Session 1: English Curriculum: Content and Pedagogy	Session 4: Makabansa Curriculum: Content and Pedagogy	
9:45 a.m. – 10:00 a.m.	Health Break		
10:00 a.m. – 11:0 a.m.	Cont. Session 1	Cont. Session 4	Cont. Demo Teaching
11:00 a.m. – 12:00 p.m.	Session 2: Filipino Curriculum: Content and Pedagogy	Session 5: GMRC Curriculum: Content and Pedagogy	Post-test/Closing Program
12:00 p.m. – 1:00 p.m.	Lunch Break		
1:00 p.m. – 2:00 p.m.	Cont. Session 2	Cont. Session 5	
2:00 p.m. – 3:00 p.m.	Session 3: Mathematics Curriculum: Content and Pedagogy	Workshop 1: Lesson Planning Integrating Content and Pedagogy	
3:00 p.m. – 3:15 p.m.	Health Break		
3:15 p.m. – 4:15 p.m.	Cont. Session 3	Cont. Workshop 1	
End of Day Evaluation			



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GRADE 3 (June 12-14, 2025)			
Schedule	Day 1	Day 2	Day 3
8:00 a.m. – 8:30 a.m.	Opening Program / pre-test	Management of Learning	
8:30 a.m. – 8:45 a.m.	The General Shaping Paper of the Revised K to 12 MATATAG Curriculum (Video Presentation) c/o Chief/EPS Facilitator	Clearing of the House <i>(Taken from the parking lot/concerns)</i>	<b>Workshop on Lesson Planning</b> Integrating Content and Pedagogy and <b>Demonstration Teaching</b>
8:45 a.m. – 9:45 a.m.	<b>Session 1:</b> English Curriculum: Content and Pedagogy	<b>Session 4:</b> Makabansa Curriculum: Content and Pedagogy	
9:45 a.m. – 10:00 a.m.	<b>Health Break</b>		
10:00 a.m. – 11:0 a.m.	Cont. <b>Session 1</b>	Cont. <b>Session 4</b>	Cont. <b>Workshop and Demo Teaching</b>
11:00 a.m. – 12:00 p.m.	<b>Session 2:</b> Filipino Curriculum: Content and Pedagogy	<b>Session 5:</b> GMRC Curriculum: Content and Pedagogy	Post-test/Closing Program
12:00 p.m. – 1:00 p.m.	<b>Lunch Break</b>		
1:00 p.m. – 2:00 p.m.	Cont. <b>Session 2</b>	Cont. <b>Session 5</b>	
2:00 p.m. – 3:00 p.m.	<b>Session 3:</b> Mathematics Curriculum: Content and Pedagogy	<b>Session 6:</b> Science Curriculum: Content and Pedagogy	
3:00 p.m. – 3:15 p.m.	<b>Health Break</b>		
3:15 p.m. – 4:15 p.m.	<b>Cont. Session 3</b>	Cont. <b>Session 6</b>	
<b>End of Day Evaluation</b>			



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GRADE 5 and 8 (June 14-15 &21, 2025)			
Schedule	Day 1	Day 2	Day 3
8:00 a.m. – 8:30 a.m.	Opening Program / pre-test	Management of Learning	
8:30 a.m. – 9:00 a.m.	The General Shaping Paper of the Revised K to 12 MATATAG Curriculum (Video Presentation) c/o Chief/EPS Facilitator	Clearing of the House <i>(Taken from the parking lot/concerns)</i>	<b>Demonstration Teaching</b> <i>(until 11:00 a.m.)</i>
9:00 – 10:15 a.m.	<b>Session 1:</b> [Learning Area] Shaping Paper	<b>Session 4:</b> Application of Instructional Design Framework in the Learning Area Delivery	
10:15 a.m. – 10:30 a.m.	Health Break		
10:30 a.m. -12:00 p.m.	<b>Session 2:</b> Macroscope/Walkth rough of [Learning Area] Curriculum Content for Effective Instruction	<b>Session 5.</b> Designing Meaningful Assessments for Effective Learning in the Curriculum	<i>11:00 a.m.</i> Post-test/Closing Program
12:00 p.m. – 1:00 p.m.	Lunch Break		
1:00 p.m. – 3:00 p.m.	<b>Session 3:</b> Curriculum Mapping and Unpacking Standards: Aligning Competencies for Effective Instruction	<b>Workshop 2.</b> Crafting of Sample Assessment Tools [in the Learning Area]	
3:00 p.m. – 3:15 p.m.	Health Break		
3:15 p.m. – 4:00 p.m.	<b>Workshop 1:</b> Curriculum Mapping and	<b>Workshop on Lesson Planning</b>	





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Annex B.

**LIST OF PROGRAM MANAGEMENT TEAM AND NUMBER OF PARTICIPANTS**

NO	NAME	POSITION	ROLE
<b>A. Consultant</b>			
1.	Gildo G. Mosqueda	SDS	Consultant
2.	Gilbert B. Barrera	ASDS	Consultant
3.	Arlene Rosa G. Arquiza	CES-CID	Consultant
4.	Mayflor D. Romualdo	CES-SGOD	Consultant
<b>B. Program Management Team</b>			
5.	Randy E. Porras	EPS	EPS-Science, Focal Person
6.	Ernie P. Pama	EPS	Program Manager
7.	Ma. Dianne Joy R. dela Fuente	SEPS	Program Manager
8.	Janice P. Suboc	EPS II	Program Manager
9.	Mohani A. Paguita	SEPS	Monitoring & Evaluation
10.	Junaflor R. Sucaldito	EPS II	Monitoring & Evaluation
11.	Joey M. Lozano	ITO	Technical and Documentation
12.	Anavie Orcinado	AA	Member-M&E
13.	Leonora R. Po	PDO-II	Member-M&E
14.	Delia P. Eliarda	Librarian II	Member-M&E
15.	Jonald S. Cadiao	EPSA	Member-M&E
16.	Katrina Solatorio	AA VI	Member-M&E
17.	Charibien B. Sebastian	AO II	Member-M&E
18.	Chinnie B. Quibuyen	AO II	Member-M&E
19.	Geosalyn L. Macailing	AO II	Member-M&E
20.	Raiza Grace O. Leynes	AO II	Member-M&E
21.	Marialina O. Toring	AO II	Member-M&E
22.	Paulo Miguel Segura	AO II	Member-M&E
23.	Ralp John Sespene	AO II	Member-M&E
24.	Michelle M. Dorado	AO II	Member-M&E
<b>C. CO Faculty</b>			
25.	Wendy Lynn G. Conejar	P-I	Resource Speaker
26.	Dennis B. Rubin	MT-I	Resource Speaker
27.	Ronald A. Pelitro	ASP-II	Resource Speaker
28.	Floro A. Belano	HT-I	Resource Speaker
29.	Gilbert B. Banas	T-III	Resource Speaker
30.	Ramelyn V. Usman	P-I	Resource Speaker
<b>D. Expansion Trainers</b>			
31.	Hazel F. Melendres	P-I	Resource Speaker
32.	Marlene F. Ventura	T-III	Resource Speaker



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33.	Gengelyn D. Ochintang	MT-I	Resource Speaker
34.	Jeanilee T. Asuncion	MT-II	Resource Speaker
35.	Nepali P. Mayuga	MT-I	Resource Speaker
36.	Jeanilyn C. Batchar	P-III	Resource Speaker
37.	Maricel P. Dimacali	T-III	Resource Speaker
38.	Anabel D. Besona	P-I	Resource Speaker
39.	Krizza Mae E. Aguirre	MT-I	Resource Speaker
40.	Clarence Dale M. Pampag	MT-I	Resource Speaker
41.	Agripina F. Corpuz	MT-II	Resource Speaker
42.	Adonis S. Gacho	MT-I	Resource Speaker
43.	Rizza Jo A. Pagulong	T-III	Resource Speaker
44.	Lorlie Mee G. Durias	T-III	Resource Speaker
45.	Cesar Q. Antolin	P-I	Resource Speaker
46.	Ma. Teresa H. Ruz	ASP-II	Resource Speaker
47.	Jennifer Jane P. Formacion	MT-I	Resource Speaker
48.	Lilibeth B. Dalayap	T-III	Resource Speaker
49.	Ronald D. Dela Pena	MT-III	Resource Speaker
50.	Perla A. Lloren	MT-II	Resource Speaker
51.	Afrail Mae S. Sintos	T-III	Resource Speaker
52.	Jona Marie D. Villa-Agustin	MT-II	Resource Speaker
53.	Glenda Rose G. Goce	P-I	Resource Speaker
<b>E. Learning Area Advisers</b>			
54.	Julius D. Celetaria	EPS	EPS-English, Learning Leader
55.	Rona L. Bred	EPS	EPS- Mathematics, Learning Leader
56.	Mary Ann C. Umadhay	EPS	EPS- Filipino, Learning Leader
57.	Rona N. Tacot	EPS	EPS- MAPEH, Learning Leader
58.	Joseph R. Pilotos	EPS	EPS-ESP, Learning Leader
59.	Bernard F. Antolo	EPS	EPS-TLE, Learning Leader
60.	Agnes G. Muyco	EPS	EPS-ALS, Learning Leader
<b>F. Teacher-Participants</b>			
	Grade 2	59	
	Grade 3	60	
	Grade 5	62	Distributed in 8 learning areas
	Grade 8	43	Distributed in 8 learning areas